

TOWN OF COTTAGE GROVE

4058 CTH N
COTTAGE GROVE, WI 53527

PERMIT FOR USE OF TOWN AND FLYNN HALL FACILITIES NO SMOKING POLICY IN BOTH HALLS

GENERAL INFORMATION

Date(s) of use: _____ Hours of use: _____ to _____

Issued to: _____ Representing: _____

Address: _____ Phone No. _____

Will kitchen be used? Yes / No

FEES

A user fee of \$100.00 is charged for the use of the Town & Flynn Halls, with civic Organizations exempted. A refundable deposit of \$50.00 will be collected and returned after event, if the Hall is satisfactorily cleaned. All trash must be removed, kitchen cleaned, floors swept clean and furniture replaced and key must be returned the following business day. If the clean-up must be done (or redone) by Town personnel, and the key is not returned the deposit amount will be forfeited. Key pick up needs to be done on Friday, before 12:30 P.M. Office Hours 8:00 A.M. – 12:30 P.M.

User fee collected by: _____ on _____

Deposit collected by: _____ on _____

Deposit returned by: _____ on _____

To: _____

Reason for forfeiture: _____

SIGNATURES

Permit issued by: _____
(For the Town of Cottage Grove)

Permit issued to: _____

Date: _____

*AGREEMENT ASSUMING RISK OF INJURY OR DAMAGE,
WAIVING AND RELEASING CLAIMS AND INDEMNIFYING THE
TOWN OF COTTAGE GROVE
FOR USE OF TOWN FACILITIES*

WHEREAS, I, _____, (on my own behalf)
and/or on behalf of _____ (hereinafter "Renter/User") have
requested permission to use one or more of the facilities in the Town of Cottage Grove for the
following purpose(s): _____

_____,
WHEREAS, one of the Town of Cottage Grove's conditions for granting me and/or my
organization use of the facilities for the described purpose(s) is that the Renter/User enter into this
AGREEMENT ASSUMING RISK OF INJURY OR DAMAGE, WAIVING AND RELEASING
CLAIMS AND INDEMNIFYING THE TOWN OF COTTAGE GROVE FOR THE USE OF TOWN
FACILITIES (the "Hold Harmless Agreement"), and

WHEREAS, I warrant and represent that I am duly authorized to enter and bind the Renter/User
on this Indemnification Agreement.

NOW, THEREFORE, in consideration of the above recitals, which are incorporated by
reference, and permission being given to allow use of the Town of Cottage Grove facilities, I
understand and agree:

1. That Renter/User agrees to use the town facilities in a manner that enhances the safety of all.
Renter/User shall take all reasonable and prudent precautions to insure safe use of the town facilities
to Renter/User's purpose(s) and to protect those using the town facilities, including obtaining
insurance that is warranted or advisable to protect the participants and the Town of Cottage Grove
from harm.

2. That Renter/User agrees to use the town facilities for the stated purpose(s) only and to take all
reasonable and prudent precautions to insure that the Renter's/User's invitees, guests and/or others use
the town facilities for the stated purpose(s) only.

3. That Renter/User agrees to use the town facilities solely at their own risk and to take all
reasonable and prudent precautions to insure that Renter's/User's invitees and/or others use the town
facilities solely at their own risk. The Town of Cottage Grove does not and shall not accept any
liability for any injuries, deaths, property damage, or other claims arising out of the use by the
Renter/User of the town facilities.

4. That Renter/User shall fully indemnify and hold harmless the Town of Cottage Grove and its
officers, employees and agents from any and all claims, liability and/or costs, of any nature
whatsoever, resulting from or related to Renter's/User's use of the Town facilities.

5. That Renter/User hereby releases the Town of Cottage Grove and its officers, employees and
agents from any and all claims for liability resulting from or related to Renter's/User's use of the town
facilities, and waives any rights Renter/User may have to file any such claims, whether known or
unknown.

Dated: _____

RENTER/USER:

Authorized Signature

Print Individual's Name and Address:

Print Organization's Name and Address:

